

**Part B-Program Assessment Worksheet**  
**Institute Level (Criteria 9) to Be Assessed by Chairperson**

Name of the Institution :

Name of the Programs :

**Criterion 9 Student Support System and Governance (120)**

S.N.	Sub-Criteria	Max. Marks	Evaluation Guidelines (Marks)	Marks Awarded		Observations of Evaluator (Provide Justifications/ reasons)			
				Marks	Total				
<b>PART B1: Institutional Level</b>									
9.1.	First Year Student-Faculty Ratio (FYFR)	05	<ul style="list-style-type: none"> <li>❖ <math>\geq 80\%</math> of faculty members; 05 marks.</li> <li>❖ <math>\geq 70\%</math> to <math>&lt; 80</math> of faculty members; 04 marks</li> <li>❖ <math>\geq 60\%</math> to <math>&lt; 70</math> of faculty members; 03 marks</li> <li>❖ <math>\geq 50\%</math> to <math>&lt; 60</math> of faculty members; 02 marks</li> <li>❖ <math>\geq 40\%</math> to <math>&lt; 50</math> of faculty members; 01 mark</li> <li>❖ <math>&lt; 40\%</math> of faculty members; 00 mark</li> </ul> NS1=No.of faculty members in basic science courses & humanities and social sciences including management courses NS2=No.of faculty members in engineering science courses				<b>CAY</b>	<b>CAYm1</b>	<b>CAYm2</b>
				Sanctioned intake of all UG programs ( <b>S4</b> )					
				No. of required faculty members ( <b>RF4=S4/20</b> )					
				No. of faculty members ( <b>NS1</b> )					
				No. of faculty members ( <b>NS2</b> )					
				<b>Percentage</b> = $((NS1*0.8) + (NS2*0.2))/RF4$					
				<b>Average percentage for 3 years</b>					
<b>Comments (if any)</b>									
❖									
9.2	Mentoring System	05	A. Mentoring system-Implementation (02)						
			B. Effectiveness (03)						
9.3	Feedback Analysis	20							
9.3.1	Feedback on Teaching and Learning Process and Corrective Measures Taken, if any	10	A. Feedback questionnaire used (03)						
			B. Methodology being followed for analysis of feedback and its effectiveness (03)						
			C. Record of corrective measures taken and impact (04)						
9.3.2	Feedback on Academic Facilities	10	A. Feedback questionnaire used (03)						
			B. Frequency of feedback collection and analysis (03)						
			C. Record of corrective measures taken (04)						

Signature of Chairperson

S.N.	Sub-Criteria	Max. Marks	Evaluation Guidelines (Marks)	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
				Marks	Total	
9.4	Training and Placement Support	10	A. Facilities of training and placement cell (02)			
			B. Adequate staff (02)			
			C. Pre-placement training activities (03)			
			D. Support for higher studies (03)			
9.5	Start-up and Entrepreneurship Activities	05	A. Availability of entrepreneurship cell/ Incubation cell (01)			
			B. No. of awareness programs/ incubation activities conducted during the assessment period (02)			
			C. No. of students taken up entrepreneurship (02)			
9.6	Governance and Transparency	15				
9.6.1	Governing Body, Administrative Setup, Functions of Various Bodies, Service Rules, Recruitment procedures and Promotion Policies	10	A. Composition of BoG/GB/Senate, other administrative and academic bodies; functions, and responsibilities; frequency of the meetings; participation details of external members and attendance (04)			
			B. Agenda, minutes of the meetings and action-taken report(ATR) (04)			
			C. The published service rules, policies, and procedures with year of approval by competent authority/Board and publication (02)			
9.6.2	Transparency	05	A. Mandatory disclosure as per AICTE/AISHE/ONOD on the Institute website (03)			
			B. Availability of policies, rules, and processes on the Institute website (02)			

Signature of Chairperson

S.N.	Sub-Criteria	Max. Marks	Evaluation Guidelines (Marks)	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
				Marks	Total	
9.7	Budget Allocation, Utilization, and Public Accounting at Institute Level	12	A. Quantum of budget allocation for three years (04)			
			B. Budget utilization for three years (06)			
			C. Availability of audited statements on the Institute website (02)			
9.9	Quality of Learning Resources (Hard/ Soft)	05	A. Availability of relevant e-learning resources of the program under consideration (02)			
			B. Accessibility of learning resources to students (03)			

**Note:** Marks for Sub-Criteria 9.8 (Program-Specific Budget Allocation and Utilization) need to be entered after Page No. 5, against the respective program

Signature of Chairperson

S.N.	Sub-Criteria	Max. Marks	Evaluation Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
				Marks	Total	
9.10	E-Governance	05	E-governance initiatives			
9.11	Initiatives and Implementation of Sustainable Development Goals (SDGs)	10	Policy and implementation of SDGs-specific activities conducted during the assessment period			
9.12	Innovative Educational Initiatives and Implementation	05	Initiatives taken towards Universal human values, Indian knowledge system, multidisciplinary programs, flexible curriculum, mobility of students, academic bank of credits, and support facilities for holistic education, etc.			

Signature of Chairperson

S.N.	Sub-Criteria	Max. Marks	Evaluation Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
				Marks	Total	
9.13	Faculty Performance Appraisal and Development System (FPADS)	10	A. A well-defined performance appraisal and development system instituted for all the assessment years (04)			
			B. Its implementation and effectiveness (06)			
9.14	Outreach Activities	05	A. Initiatives taken towards outreach activities, social internships (02)			
			B. Society connect activities undertaken by the students with achievements (03)			
<b>Total Marks of Criterion 9 (excluding Sub-Criterion 9.8)</b>		<b>112</b>	<b>Marks Awarded for Criterion 9 (excluding Sub-Criterion 9.8):</b>			

Signature of Chairperson

Name of the Program-1: \_\_\_\_\_

S.N.	Sub-Criteria	Max. Marks	Evaluation (Marks)	Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
					Marks	Total	
<b>PART B2: Program Level</b>							
9.8	Program Specific Budget Allocation, Utilization	08	A. Quantum of budget allocation for three years (03)				
			B. Budget utilization for three years (05)				
<b>Total Marks of Sub-Criterion 9.8</b>		<b>08</b>	<b>Marks Awarded for Sub-Criterion 9.8:</b>				

S.N.	Sub-Criteria	Max. Marks		Total Marks Awarded			
1	Total Marks of Criterion 9 (excluding Sub-Criterion 9.8) = PART B1	112					
2	Total Marks of Sub-Criterion 9.8 = PART B2	08					
<b>Total Marks of Criterion 9 (all Sub-Criteria)= PART B1+ PART B2</b>		<b>120</b>	<b>Total Marks Awarded for Criterion 9 (all Sub-Criteria):</b>			<b>Grade (Y,C,W,D) Awarded for Criterion 9:</b>	

Signature of Chairperson

Name of the Program-2: \_\_\_\_\_

S.N.	Sub-Criteria	Max. Marks	Evaluation (Marks)	Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
					Marks	Total	
<b>PART B2: Program Level</b>							
9.8	Program Specific Budget Allocation, Utilization	08	A. Quantum of budget allocation for three years (03)				
			B. Budget utilization for three years (05)				
<b>Total Marks of Sub-Criterion 9.8</b>		<b>08</b>	<b>Marks Awarded for Sub-Criterion 9.8:</b>				

S.N.	Sub-Criteria	Max. Marks		Total Marks Awarded			
1	Total Marks of Criterion 9 (excluding Sub-Criterion 9.8) = PART B1	112					
2	Total Marks of Sub-Criterion 9.8 = PART B2	08					
<b>Total Marks of Criterion 9 (all Sub-Criteria)= PART B1+ PART B2</b>		<b>120</b>	<b>Total Marks Awarded for Criterion 9 (all Sub-Criteria):</b>			<b>Grade (Y,C,W,D) Awarded for Criterion 9:</b>	

Signature of Chairperson

Name of the Program-3: \_\_\_\_\_

S.N.	Sub-Criteria	Max. Marks	Evaluation (Marks)	Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
					Marks	Total	
<b>PART B2: Program Level</b>							
9.8	Program Specific Budget Allocation, Utilization	08	A. Quantum of budget allocation for three years (03)				
			B. Budget utilization for three years (05)				
<b>Total Marks of Sub-Criterion 9.8</b>		<b>08</b>	<b>Marks Awarded for Sub-Criterion 9.8:</b>				

S.N.	Sub-Criteria	Max. Marks		Total Marks Awarded			
1	Total Marks of Criterion 9 (excluding Sub-Criterion 9.8) = PART B1	112					
2	Total Marks of Sub-Criterion 9.8 = PART B2	08					
<b>Total Marks of Criterion 9 (all Sub-Criteria)= PART B1+ PART B2</b>		<b>120</b>	<b>Total Marks Awarded for Criterion 9 (all Sub-Criteria):</b>			<b>Grade (Y,C,W,D) Awarded for Criterion 9:</b>	

Signature of Chairperson

Name of the Program-4: \_\_\_\_\_

S.N.	Sub-Criteria	Max. Marks	Evaluation (Marks)	Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
					Marks	Total	
<b>PART B2: Program Level</b>							
9.8	Program Specific Budget Allocation, Utilization	08	A. Quantum of budget allocation for three years (03)				
			B. Budget utilization for three years (05)				
<b>Total Marks of Sub-Criterion 9.8</b>		<b>08</b>	<b>Marks Awarded for Sub-Criterion 9.8:</b>				

S.N.	Sub-Criteria	Max. Marks		Total Marks Awarded			
1	<b>Total Marks of Criterion 9 (excluding Sub-Criterion 9.8)</b>  = PART B1	112					
2	<b>Total Marks of Sub-Criterion 9.8</b>  = PART B2	08					
<b>Total Marks of Criterion 9 (all Sub-Criteria)= PART B1+ PART B2</b>		<b>120</b>	<b>Total Marks Awarded for Criterion 9 (all Sub-Criteria):</b>			<b>Grade (Y,C,W,D) Awarded for Criterion 9:</b>	

Signature of Chairperson

Name of the Program-5: \_\_\_\_\_

S.N.	Sub-Criteria	Max. Marks	Evaluation (Marks)	Guidelines	Marks Awarded		Observations of Evaluator (Provide Justifications/ Reasons)
					Marks	Total	
<b>PART B2: Program Level</b>							
9.8	Program Specific Budget Allocation, Utilization	08	A. Quantum of budget allocation for three years (03)				
			B. Budget utilization for three years (05)				
<b>Total Marks of Sub-Criterion 9.8</b>		<b>08</b>	<b>Marks Awarded for Sub-Criterion 9.8:</b>				

S.N.	Sub-Criteria	Max. Marks		Total Marks Awarded			
1	Total Marks of Criterion 9 (excluding Sub-Criterion 9.8) = PART B1	112					
2	Total Marks of Sub-Criterion 9.8 = PART B2	08					
<b>Total Marks of Criterion 9 (all Sub-Criteria)= PART B1+ PART B2</b>		<b>120</b>	<b>Total Marks Awarded for Criterion 9 (all Sub-Criteria):</b>			<b>Grade (Y,C,W,D) Awarded for Criterion 9:</b>	

Signature of Chairperson